Department of the Army
Headquarters, U.S. Army
Field Support Command
1 Rock Island Arsenal
Rock Island, IL 61299-6500

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Transportation

TRAFFIC MANAGEMENT POLICY GUIDANCE

Applicability. This pamphlet applies to the HQ, U.S. Army Field Support Command (AFSC), Joint Munitions Transportation Coordinating Activity (JMTCA) (SFSJM-LIT) and all AFSC installations and their respective installation traffic management offices engaged in transportation and traffic management functions for the U.S. Army Joint Munitions Command (JMC).

Decentralized printing. All AFSC installations are authorized to locally reproduce this pamphlet.

Proponent. The HQ JMC Logistics Integration Directorate is the proponent. Users may send comments and recommendations to SFSJM-LIT, HQ JMC, 1 Rock Island Arsenal, Rock Island, IL 61299-6000, e-mail JMC-OF-LIT@afsc.army.mil.

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FOR THE COMMANDER:

Diana L. Balmer

DIANA L. BALMER
Chief of Staff

Contents

1. Purpose. The guidance herein encompasses Continental United States (CONUS) and Outside Continental United States (OCONUS) munitions shipments, general cargo movements, Foreign Military Sales (FMS) shipments, and airlift movements. Electronic billing data, containerization policy, automation projects, and movements utilizing military vehicles are also covered. Responsibilities are identified and installation transportation officers (ITOs) are provided with "where to go" information for more detailed guidance in each of the above areas of concern.

2. References.

a. AFSC Form 55-3, Minimum Info Requirements for Appointments.

b. AFSC Form 55-4, Ammo Receiving Appointment Sheet.

c. DD Form 626, Motor Vehicle Inspection.

d. DD Form 1907, Signature and Talley Record.

e. Defense Transportation Regulation (DTR), DOD Regulation 4500.9-R Part II Cargo Movement, Nov 04.

3. Responsibilities.

a. Joint Munitions Transportation Coordinating Activity (JMTCA) (SFSJM-LIT):

(1) Coordination of all service's export munitions movements via common user sealift (see DTR 4500.9-R, Part II, Cargo Movements).

(2) The Munitions Strategic Mobility Program (MSMP) and supports the Army Power Projection Program (AP3) as lead office.

(3) Development of functional requirements for the Munitions Transportation Management System (MTMS) and its field module (MTMS-FM).

(4) Development of functional requirements for MTMS-FM, and ensuring all munitions-related Automated Identification Technology (AIT) efforts are both compatible with technology and current infrastructure.

(5) Management responsibility for the OCONUS munitions, FMS munitions, Single Manager for Conventional Ammunition and U.S. Marine Corps munitions airlift transportation programs.

b. The Policy and Financial Management Team is responsible for ITO's munitions functions (i.e., Operations and Maintenance, Army (OMA) transportation funding, procurement appropriation programs, and Electronic Transportation Acquisition (ETA)/Global Freight Management (GFM) Power Track Systems).

c. The ITO at any JMC installation has responsibility to ensure all non-hazardous material, hazardous material (HAZMAT), and FMS (see DOD 4500.9-R) movements (to include all classes of munitions) are shipped IAW DOD 4500.9-R

d. Shipping activities must prepare a DD Form 626 (Motor Vehicle Inspection) before commercial local and over-the-road driver or military-owned vehicles/Government vehicles are used for transporting placarded amounts of regulated HAZMAT (49 CFR, Part 172.101) on public highways.

e. The ITO of an JMC shipping activity is responsible for implementing the Carrier Performance Program (CPP), as applicable, IAW DOD 4500.9-R, Chapter 207.

f. The ITO has the responsibility for reporting, initiating, and processing Transportation Discrepancy Reports (TDRs) and Letter of Warnings IAW DOD 4500.9-R, Chapter 210.

4. Guidance Structure. For paragraphs 4a, 4h, and 4i below, additional detailed support and guidance for the ITO can be obtained from the Policy and Financial Management Team (DSN 793-5030/1146/6716/6191 or COML 309-782-). For paragraphs 4b through 4f below, contact the OCONUS Movement and Planning Team (DSN 793-6243/5297/3852/5612 or COML 309-782-). For paragraph 4g, contact the CONUS Movement Team (DSN 793-3939/0922/4323 or COML 309-782-). For paragraphs 4j and 4k, contact the Automation and Contracting Team (DSN 793-5879/4716/5309 or COML 309-782-).

a. The CONUS Movement Team initiates the process by reviewing and processing single-managed CONUS requisitions for all services, either manually or received via Ammunition Demand Automated Process (ADAP). Sourced requisitions are returned to item managers. CONUS traffic management instructions are prepared as required and provided to shippers. The CONUS team performs consolidation, tracing, expediting, and coordinates diversions of CONUS shipments. Shipments are monitored utilizing the Defense

Transportation Tracking System (DTTS) or Intelligent Road Rail Information System (IRRIS). All shipments processed through the JMTCA/SFSJM-LIT are reviewed, sourced, and analyzed for movement to destination.

b. The OCONUS Movement and Planning Team initiates the process by reviewing and processing OCONUS requisitions for all services, either manually or received via ADAP. Requisitions are sourced in MTMS by transportation personnel, returned to the item managers, and then offered to the Surface Deployment and Distribution Command (SDDC) Integrated Booking System (IBS). Upon receipt of sufficient tonnage or on service request, the JMTCA requests a vessel thru SDDC to support a move into Theater. The JMTCA provides total tons, estimated truck, railcar and container numbers to HQ SDDC. Upon receipt of vessel confirmation, the JMTCA coordinates an in-port cargo window with the shipper, the port, and HQ SDDC. All item information pertinent to shipping; i.e. requisition number, NSN, DODIC, quantity, is furnished to port. After SDDC provides vessel and voyage information release, final in-port date and shipping instructions are, to include method of shipment, is furnished to the shipper (ITO). After SDDC releases vessel information. MTMS captures the Advanced Transportation Control and Movement Document (ATCMD) from the MTMS-FM. For the Government-Owned, Contractor-Operated plants and Pine Bluff Arsenal, the ATCMD is prepared online in the MTMS Web. This data is validated by the shipper for accuracy, and then passed to the Worldwide Port System (WPS), where it is either successfully receipted or rejected. The MTMS status screen on the Web provides up to date status on each requisition.

c. Prepositioned War Reserve Munitions (PREPO) and Army PrePosition Stocks (APS) shipments are planned similar to the OCONUS shipments. SFSJM-LIT coordinates a movement plan with the shippers, port, and services if required.

d. Movements under the General Cargo Program (inert munitions and, West Coast only, 1.4 munitions) are either shipped break-bulk to the Container Consolidation Point (CCP) or containerized at the depot and then offered by SFSJM-LIT to SDDC for vessel booking. General cargo shipments are booked to commercial vessels by SDDC. The OCONUS Movements Surface Team directs shipments that should be scheduled via general cargo and will instruct the ITO when, where to ship, break-bulk or containerized, etc. The general cargo shipment can be monitored in WPS.

e. The OCONUS Movement and Planning Team begins its coordinated work effort when FMS requirements reach the delivery stage. Upon initial request for transportation support, the FMS team submits release request (much like OCONUS) to the ITO and SDDC.

(1) Non-Freight Forwarder, Defense Transportation System Movement (DTSM), will deliver at the overseas POD along-side the vessel or aircraft. The Department of Defense (DOD) is responsible for movement from the point of origin to the overseas POD, including discharge of the ship or aircraft. After material clears quality assurance and surveillance, an export release request is accumulated the DOD requests a vessel for movement via SDDC. This office then coordinates with all depots to have the material shipped to the port.

(2) The Freight Forwarder (FF) identified by SDDC will send release information to the FMS team who will send all applicable data and instruction to the ITO regarding shipment of material to designated port. The FMS team will coordinate with the ITO ensuring the Notice of Availability (NOA) is sent to the FF and the ATCMDs are completed. Any shipping discrepancies noted come to the FMS team through the security assistance program for follow up with the ITO (shipper).

f. The OCONUS Movement and Planning Team coordinates air shipments through the Air Mobility Command (AMC) channels, Special Assignment Airlift Missions (SAAM), or Dedicated Airlift/Pilot Pick Up. Requirements are challenged by the OCONUS desk to determine mode of shipment, surface or air. After determination is made to ship via air, the airlift team sets the APOE/APOD and TAC Code in MTMS. The shipper completes the ATCMD in MTMS and transmits to the Financial Air Clearance Transportation System (FACTS). Once clearance has been received from FACTS into MTMS, the shipper arranges for movement to the port. The mission number is electronically forward to MTMS through interface with FACTS, and is available to the shipper in the MTMS status screen. SAAM airlifts are dedicated missions usually lift to areas where AMC channel movement is not available or movements that have a short required delivery dates. When such a need is noted, a request is sent to the U.S. Transportation Command (USTRANSCOM) (SAAM coordinator, DSN 779-1114 COML 618-229-1114) with the appropriate information; i.e., APOD, APOE, type of hazardous material quantities, tonnage, required to complete such a mission from the Airlift Movement Team. Once the mission is approved by the SAAM office, the shipper is notified by JMC transportation as to shipping instructions. The Airlift Movement Team then monitors the SAAM from origin to destination through the Single Mobility

System (SMS) and informs the customer of the status. The requirements are not offered to the Air Clearance Authority (ACA) system for SAAM movements. Contingency situations may dictate dedicated use of aircraft to meet mission requirements. USTRANSCOM J3-RR, in coordination with the Airlift Team, coordinates airlift mission. The Airlift Team monitors the airlift movement to its final destination via SMS until mission completion. JMC transportation then notifies the customer of the status of the mission arrival.

g. Within the guidelines of the DOD 4500.9-R, Chapter 201, essential transportation training opportunities using Government/ military-owned or organic assets with reserve resources to train for wartime missions are allowed. However, prior to such use, an industry assessment impact request must be forwarded to SFSJM-LIT for approval and forwarding to SDDC. SDDC will forward results of their assessment to Headquarters, Department of the Army (HQDA) for approval or disapproval. If it is determined that a military transportation mission opportunity exists, the following information should be provided NLT 1 year prior to the planned exercise.

(1) Title of training exercise and summary of potential benefits.

(2) Transportation units involved by type and designation; indicate which units are reserved or active component.

(3) Type of cargo/commodity, estimated tonnage, and number of movements required to accomplish training objectives.

(4) Rationale for selection of the type of non-unit cargo to be moved; i.e. Does the cargo have unique training value? Will the use of alternative types of cargo impair quality of training?

(5) Estimated number of Government transportation assets required to meet training objectives.

(6) Geographic area of exercise with origins and destinations of movement.

(7) Estimated timeframe of exercise (Start Exercise (STARTEX) to End Exercise (ENDEX).

(8) Designated unit with command and control over units executing exercise, and training exercise point of contact or action officer.

h. All munitions commodities will require a bill of lading be prepared IAW DOD 4500.9-R, Chapter 206. Global Freight Management (GFM), Electronic Transportation Acquisition (ETA) will be utilized for preparing bills of lading. Bill of lading support documentation will include but not be limited to DD Form 1907 (Signature and Tally Record), DD Form 626 (Motor Vehicle Inspection), and carrier routings. Documented carrier shipment acceptance/refusal records will also be included in the bill of lading file and maintained in a central location. Document carrier appointments using AFSC Form 55-4, and ensure carriers received minimum information required using AFSC Form 55-3 (available on AFSC Forms site at http://www.afsc.army.mil/im/rcdsmgt/forms.htm. POWERTRACK will be used for tracking payment and reconciliation. ETA and POWERTRACK will be accessible through the Web.

i. The ITO must institute a clear and "open air" policy when carriers request bill of lading register information. While ITOs may require advance requests for information (to allow sufficient time for data compilation), this information will be provided and should be based on available formatted output products, most likely from the GFM/ETA system. The JMC transportation originator does not expect ITOs to provide specially designed/formatted products as specified by carriers.

j. SFSJM-LIT is currently assisting the Joint Munitions Command (JMC) Government-Owned, Government-Operated sites with creation and submission of REPSHIP through MTMS. Copies of all REPSHIPs are being forwarded to the installations as well as being stored at the JMC level. Shippers of Transportation Protective Services (TPS) material will forward a REPSHIP via e-mail, fax, message or a copy of the bill of lading. The document must be sent to the port, final destination and trans-shipment points no later than two hours after shipment's departure. All receivers will establish and maintain suspense list to ensure timely receipt of material.

k. SFSJM-LIT has led an initiative to provide an electronic (automated) source of high integrity ammunition transportation and supply data, with real-time in-transit visibility, to JMC shipping activities, port and to our customers. Continued funding has resulted in development of standardized business processes and software applications at JMC depots. Enhancements incorporate bar coding, Radio Frequency (RF) technology, and other automated systems and hardware applications in daily business practices and data transfer capabilities of JMC. JMC's objective is to remove excess paperwork/manual entry and convert to 2D bar code environment operating via handheld scanner or RF application(s).

GLOSSARY

ACA	Air Clearance Authority
ADAP	Ammunition Demand Automated Process
AIT	Automated Identification Technology
AIT-PI	Automated Identification Technology-Pilot Implementation
AMC	Air Mobility Command
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
ASMP	Army Strategic Mobility Program
ATCMD	Advance Transportation Control and Movement Document
CONUS	Continental United States
CPP	Carrier Performance Program
DTR	Defense transportation Regulation
DTTS	Defense Transportation Tracking System
EDI	Electronic data Interchange
ENDEX	End Exercise
ETA	Electronic Transportation Acquisition
FACTS	Financial Air Clearance Transportation System
FF	Freight Forwarder
FMS	Foreign Military Sales
GFM	Global Freight Management
HAZMAT	Hazardous Material
HQDA	Headquarters, Department of the Army
IBS	Integrated Booking System
ISO	International Organization for Standardization
ITO	Installation Transportation Officer
ITV/TAV	In transit Visibility and Total Asset Visibility
JMTCA	Joint Munitions Transportation Coordinating Activity
MSMP	Munitions Strategic Mobility Program
MTMS	Munitions Transportation Management System
MTMS-FM	Munitions Transportation Management System Field Module
NOA	Notice of Availability
OCONUS	Outside Continental United States
OMA	Operation and Maintenance, Army
POD	Port of Debarkation
POE	Port of Embarkation
PREPO	Prepositioned War Reserve
RF	Radio Frequency
SAAM	Special Assignment Airlift Mission
STAREX	Start Exercise
TDR	Transportation Discrepancy Report
TRANSCOM	U.S. Transportation Command
WPS	Worldwide Port System